



**CITY COUNCIL  
MEETING AGENDA**  
1<sup>st</sup> and 3<sup>rd</sup> Thursday of the Month

**Mark D. Tall, Council Member**  
**Ronald J. Beauchamp, Council Member**  
**Patricia A. Baribeau, Council Member**  
**Ralph B. Blasier, Council Member**  
**Michael R. Sattem, Council Member**

**James V. O'Toole, City Manager**  
**Robert S. Richards, CMC City Clerk**  
**Ralph B. K. Peterson, City**

City Council Chambers located at: City Hall – 410 Ludington Street – Room C101 – Escanaba MI 49829

The Council has adopted a policy to use a Consent Agenda, when appropriate. All items with an asterisk (\*) are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered in its normal sequence on the Agenda.

Regular Meeting

**Thursday, January 7, 2016, at 7:00 p.m.**

CALL TO ORDER

ROLL CALL

INVOCATION/PLEDGE OF ALLEGIANCE - Pastor Jacob Gibbs of Seventh-Day Adventist Church

APPROVAL/CORRECTION(S) TO MINUTES - Regular Meeting - December 17, 2015

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

BEIRF PUBLIC COMMENT

PUBLIC HEARINGS - None

NEW BUSINESS

**1. Approval – CCTV Sewer Camera Purchase – Wastewater Department.**

**Explanation:** Administration is seeking Council approval to purchase a closed circuit televising system from Aries Industries, Inc. of Waukesha, WI in an amount not to exceed \$49,251. This purchase is included in the current fiscal year budget.

**2. Approval - 2016 Concrete Projects - Ludington Park, Civic Center and Marina.**

**Explanation:** Twenty eight bids were sent on November 19, 2015, with five being received. Bid opening took place on December 21, 2015. Administration is seeking Council approval to retain U.P. Concrete Company of Escanaba, Michigan, in an amount not to exceed \$24,495 for the installation of nine (9) concrete disc golf tee boxes at Ludington Park, two (2) concrete pads at the Catherine Bonifas Civic Center and a concrete walkway/sidewalk at the Marina. Funds for these projects are included in the current fiscal year budget or are being funded with grants.

**3. Approval – MERS Health Care Savings Program Resolution to Terminate Program.**

**Explanation:** Administration is seeking Council approval of a resolution to terminate the City of Escanaba's participation in the MERS Health Care Savings Program due to program conflicts.

APPOINTMENTS

BOARD, COMMISSION, AND COMMITTEE REPORTS

GENERAL PUBLIC COMMENT

ANNOUNCEMENTS

ADJOURNMENT

**Respectfully Submitted**

  
**James V. O'Toole**  
City Manager

**OFFICIAL PROCEEDINGS  
CITY COUNCIL  
CITY OF ESCANABA, MICHIGAN  
Regular Council Meeting  
Thursday, December 17, 2015**

The meeting was called to order by the Honorable Mayor Marc D. Tall at 7:00 p.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Marc D. Tall, Council Members, Patricia A. Baribeau, Ronald J. Beauchamp, Ralph B. Blasier, and Michael R. Sattem.

Absent: None

Also Present: City Manager James V. O'Toole, City Department Heads, media, and members of the public.

Pastor Erik Heskin of Bethany Lutheran Church gave the invocation and led Council in the Pledge of Allegiance.

Beauchamp moved, Sattem seconded, **CARRIED UNANIMOUSLY**, to approve Regular Meeting Minutes from December 3, 2015, as submitted.

**ADJUSTMENTS TO THE AGENDA**

Blasier moved, Beauchamp seconded, **CARRIED UNANIMOUSLY**, to approve the City Council Agenda as submitted.

**CONFLICT OF INTEREST DECLARATION** – None

**BRIEF PUBLIC COMMENT**

Vicki Schwab, Executive Director of the Economic Development Alliance (EDA), and Tom Butch, EDA Chairman, thanked the Council for their past support and briefly reviewed EDA's Year in Review to the City of Escanaba and Delta County. On behalf of the EDA, they encouraged Council to approve their EDA proposed annual allocation to support the EDA Mission.

**PUBLIC HEARINGS** – None

**NEW BUSINESS**

**Approval – Purchase & Sale Agreement - Sale of the Escanaba Power Plant and Property.**

Administration sought Council approval of a Purchase and Sale Agreement between the City of Escanaba and Dun Yet Enterprises, LLC (a.k.a. Mr. Jon Liss), of Escanaba, Michigan in the amount of \$500,000.

- City Attorney Ralph B. K. Peterson reviewed the terms of the proposed Purchase Agreement with Council, items which needed to be completed, and answered Council questions. After discussion, the following resolution was made:

**NB-1** By Council Member Blasier, seconded by Council Member Baribeau;

### **RESOLUTION**

**BE IT RESOLVED** that the administration is hereby authorized to sell the power plant property to Jon Liss, Dun Yet Enterprises, LLC upon the following terms and conditions:

1. Purchase Price Five Hundred Thousand (\$500,000.00) Dollars;
2. The sale includes approximately 19.6 acres;
3. The sale includes all personal property presently located on said property;
4. In the event the City abandons the old substation, CT unit and fuel storage tank, the City will convey the abandoned real and personal property for one Dollar (\$1.00);
5. The City will also grant the Buyer a 5-year option to purchase surrounding parcels of property. The price to be determined by appraisal at the time the option is exercised.

**BE IT FURTHER RESOLVED** that the administration and mayor are hereby authorized to execute any and all documents necessary to complete said sale.

Upon a call of the roll, the vote was as follows:

Ayes: Blasier, Baribeau, Sattem, Beauchamp, Tall  
Nays: None

**RESOLUTION DECLARED ADOPTED.**

### **Approval – Service Agreement – Delta County Economic Development Alliance.**

The Delta County Economic Development Alliance (EDA) sought Council approval of their annual appropriation in the amount of \$20,000. With the funding, the EDA will continue to promote economic development in the City of Escanaba and Delta County. Administration recommended Council approval of the budgeted request.

**NB-2** Sattem moved, Beauchamp seconded, to approve an annual appropriation with the Delta County EDA in amount of \$20,000, to promote economic development in the City of Escanaba and Delta County.

Upon a call of the roll, the vote was as follows:

Ayes: Sattem, Beauchamp, Baribeau, Blasier, Tall  
Nays: None

**MOTION CARRIED.**

**Scheduling of Public Hearings - Citizen Participation - 2016/17 Fiscal Year Budget Preparation.**

Each year, the City Council holds public hearings to facilitate input from citizens for the upcoming fiscal year budget. Administration sought Council approval to schedule the first of five (5) scheduled public hearings for January 21, 2016. Additionally, Administration sought City Council approval to schedule additional public hearings for public input for February 18, 2016, and March 17, 2016.

**NB-3** Baribeau moved, Sattem seconded, **CARRIED UNANIMOUSLY**, to schedule public hearings for January 21, 2016, February 18, 2016, and March 17, 2016, for citizen input on the 2016/17 Fiscal Year Budget.

**Approval – Use of Public Space – 3rd Annual Downtown New Year’s Eve Pasty Drop.**

The Escanaba Downtown Development Authority sought Council approval to close off South 11th Street from Ludington Street to 1st Avenue South on December 31, 2015, from 10:00 p.m. to 12:30 a.m. for the 3rd Annual Downtown New Year’s Eve Pasty Drop at midnight.

**NB-4** Blasier moved, Beauchamp seconded, **CARRIED UNANIMOUSLY**, to approve a request to close off South 11th Street from Ludington Street to 1st Avenue South on December 31, 2015, from 10:00 p.m. to 12:30 a.m. for the 3rd Annual Downtown New Year’s Eve Pasty Drop at midnight.

**Approval – County Planning Commission Appointment – City Representative.**

The Delta County Planning Commission requested the City Council appoint a sitting Escanaba Planning Commissioner to be the City of Escanaba representative to the Delta County Planning Commission. On December 10, 2015 the Escanaba Planning Commission met and recommended that Christine Williams be appointed as the primary member and Patrick Connor be appointed as the alternate member as the Escanaba Planning Commission representative on the Delta County Planning Commission through December 31, 2018. Administration recommended approval.

**NB-5** By Council Member Baribeau, seconded by Council Member Blasier;

**Resolved,** to recommend to the Delta County Board of Commissioners that Escanaba Planning Member Christine Williams be appointed as the primary member and Escanaba Planning Member Patrick Connor be appointed as the alternate member as the Escanaba Planning Commission representative on the Delta County Planning

Commission through December 31, 2018.

The vote was as follows:

Ayes: Baribeau, Blasier, Sattem, Beauchamp, Tall  
Nays: None

**RESOLUTION DECLARED ADOPTED.**

**Approval - Energy Optimization Administrative Services Agreement.**

Administration sought Council approval of a four (4) year Energy Optimization Administrative Services Agreement with the Michigan Electric Cooperative Association (MECA) for them to act as the Energy Optimization Administrator for the City of Escanaba. Electric Superintendent Mike Furmanski briefly reviewed the agreement.

**NB-6** Blasier moved, Sattem seconded, to approve of a four (4) year Energy Optimization Administrative Services Agreement with the Michigan Electric Cooperative Association (MECA) for them to act as the Energy Optimization Administrator for the City of Escanaba.

Upon a call of the roll, the vote was as follows:

Ayes: Blasier, Sattem, Baribeau, Beauchamp, Tall  
Nays: None

**MOTION CARRIED.**

**Approval – Professional Services – MEDC Façade Improvement Program Grant Administration.**

Administration sought Council approval to retain the Central Upper Peninsula Planning and Development Agency (CUPPAD) as the MEDC Façade Improvement Program Grant Administrator as part of the Michigan Economic Development Corporation funded Façade Improvement Program.

Zoning Administration Blaine DeGrave and Downtown Development Authority Director Edward Legault briefly reviewed the program and the requirement to hire the program Grant Administrator.

**NB-7** Beauchamp moved, Sattem seconded, to approve to retain the Central Upper Peninsula Planning and Development Agency (CUPPAD) as the MEDC Façade Improvement Program Grant Administrator as part of the Michigan Economic Development Corporation funded Façade Improvement Program in the amount of \$29,880.

Upon a call of the roll, the vote was as follows:

Ayes: Beauchamp, Sattem, Baribeau, Blasier, Tall  
Nays: None

**MOTION CARRIED.**

**Approval – Obsolete Property Rehabilitation (OPRA) District No. 6 Transfer - 1223 Ludington Street.**

Administration sought Council approval to transfer OPRA Exemption Certificate No. 3-05-0037 from DeGrand Enterprises, LLC to Spaulding Enterprises, LLC as a result of the sale of the property.

**NB-8** By Council Member Baribeau, seconded by Council Member Blasier;

**RESOLUTION TO APPROVE THE TRANSFER OF  
OBSOLETE PROPERTY REHABILITATION EXEMPTION  
CERTIFICATE NO. 03-05-0037 IN  
DISTRICT NO. 6**

**Whereas,** The City of Escanaba granted an exemption for OPRA District 6 to Judith DeGrand pursuant to a public hearing held on October 6, 2005, for a period of twelve (12) years ending December 30, 2017; and

**Whereas,** Judith DeGrand has transferred the property to Spaulding Real Estate LLC on September 22, 2015, by warranty deed; and

**Whereas,** The current owner desires to continue the OPRA District 6 exemption in the name of Spaulding Real Estate LLC; and

**Whereas,** The exemption, if transferred, will end December 30, 2017;

**Now, Therefore, Be It Resolved** by the City Council of the City of Escanaba that Spaulding Real Estate LLC

Be and hereby is granted the transfer of OPRA Cert. No. 03-05-0037 for the real property located in Obsolete Property Rehabilitation District No. 6 at 1223 Ludington Street, for the remaining term of the exemption, ending December 30, 2017, pursuant to the provisions of PA 146 of 2000, as amended.

Upon a call of the roll, the vote was:

Ayes: Baribeau, Blasier, Sattem, Beauchamp, Tall  
Nays: None

**RESOLUTION DECLARED ADOPTED.**

**APPOINTMENT(S) TO CITY BOARDS, COMMISSIONS, AND COMMITTEES – None**  
**BOARD, COMMISSION, AND COMMITTEE REPORTS**

Council Members reviewed City Board and Commission meetings each attended since the last City Council Meeting.

**GENERAL PUBLIC COMMENT – None**

**ANNOUNCEMENTS**

- Civic Center Children's Christmas Party/Dance – December 18th, 5:00 to 9:00 p.m.;
- Lighthouse Open House – December 26th & 27th, 2:00 to 4:00 p.m.;
- New Year's Eve Civic Center Activities (5-8:30 p.m.) & Rock the Dock Fireworks (9:00 p.m.);
- New Year's Eve Pasty Drop – 10:00 p.m. until Midnight;
- Winter Aerobics – January 6th to March 24<sup>th</sup>;
- Upcoming Library Events;
- Winter Parking Regulations;
- Holiday Hours & Garbage Pick-Up Schedule;
- Council Members wished everyone a Joyous Christmas and Holiday Season.

Hearing no further public comment, the Council adjourned at 7:40 p.m.

Respectfully submitted

Robert S. Richards, CMC  
City Clerk

Approved: \_\_\_\_\_  
Marc D. Tall, Mayor

NB-1  
1-7-16

Jan. meeting

**Wastewater Dept.**

# Memo

**To:** Jim O'Toole, City Manager  
**From:** Jeff Lampi, W & WWTP Supt. *32*  
**Date:** 12/12/15  
**Re:** CCTV Sewer Camera

Jim;

I have sent out the necessary RFP's for the purchase of a new Closed Circuit Televising System for inspecting Sanitary and Storm Sewers. I have received three different proposals from different vendors. I have summarized each of the vendor's bids submitted, along with any additional costs that have been discussed through out this process.

<u>Aries Industries, Inc Waukesha WI:</u>	\$43,600.00
<u>Additional Items:</u>	<u>\$5,651.00</u>
	<b>\$49,251.00</b>
 The Safety Company, LLC; Mtech- Ques Company, Cleveland OH	 \$58,500.00
Additional items:	<u>\$13,800.00</u>
	\$72,300.00
 Jack Doheny Company, Inc, Northville, MI:	 \$50,700.00
Upcharge for electric rewind on drum:	<u>~\$8,000.00</u>
	\$58,700.00

Because each camera system has its own set of features, choosing the system which is the best fit for the City has been a daunting task. I feel that I have been diligent in asking prudent questions of each vendor to insure we get a quality product that will serve the majority of our needs for the next 15 years. Because all of these camera systems have the ability of supporting our needs within the City; I've choose to recommend the low bid of \$43,600.00 plus the additional costs of \$5,651.00, from Aries Industries. The additional costs include the following items: Grease (Carbide) wheels (\$578.00), Software upgrade from Pipe Optix to Pipe Tech (\$4,875.00), and a Laser measuring device (\$200.00). Attached you will find the breakdown of these additional items in the quotation, along with the complete bid package results.

With your approval I would like to start the process to purchase the Aries Pathfinder Portable Reel Camera system, from Aries Industries, Inc of Waukesha WI, with all the fore mentioned additional features at a cost not to exceed **\$49,251.00**. Money has been budgeted and is available for this purchase.

PC: Melissa Becotte, City Controller

# BIDDER'S PROPOSAL

## CCTV SEWER CAMERA WWTP - 2015

DATE: September 14, 2015

City of Escanaba  
Escanaba, Michigan 49829

We, the undersigned, agree to furnish the City of Escanaba, Michigan **ALL MATERIALS AND LABOR TO PROVIDE A CCTV COLOR SEWER CAMERA FOR THE ESCANABA WASTEWATER DEPARTMENT**, in accordance with the attached minimum specifications, which are part of this proposal, at the following price:

BID: Bid amount for color CCTV system as specified: \$ 43,600.00

Additional Options: All Options must be detailed in remarks section: \$ 200.00

Trade-in of old unit: (TBD) Details to be given upon request: \$ (N/A)

CERTIFIED CHECK, CASHIER'S CHECK OR  
BIDDER'S BOND ENCLOSED IN THE  
AMOUNT OF:

\$ 4,380.00  
(must be included to qualify)

### SUBMITTED BY:

FIRM: Aries Industries, Inc.  
ADDRESS: 550 Elizabeth St.; Waukesha, WI; 53186  
BY: Neal Mueller  
PRINTED: Neal Mueller  
TITLE: CFO  
PHONE: 800-234-7205 FAX: 262-446-5695



INDUSTRIES, INC.

Aries Industries, Inc.

550 Elizabeth St

Waukesha WI 53186

Phone: 262-896-7205

Fax: 262-896-7099

QUOTATION

No.: 13931

Page: 1 of 1

Quote To:

City of Escanaba, MI  
1900 Willow Creek Road  
Escanaba MI 49829-0948  
USA

Phone: 906-786-1301

Email:

Date: 12/9/2015

Valid Thru: 3/8/2016

Salesperson: Greg Fry

Created By: Greg Fry

FOB:

Terms: Net 30 Days

Line	Part Number	Quantity	Description	Unit Price	Extended Price
1	Option-1 - Software Upgrade	1	EA Upgrade from PipeOptix Software to PipeTech Scan Software	\$4,875.00	\$4,875.00
2	584074	2	EA Tire Assy, 3-3/8 Inch Carbide	\$54.00	\$108.00
3	584015	2	EA Tire Assy, 4-3/8 IN Carbide Wheel Wheeled Tractors	\$64.00	\$128.00
4	587097	2	EA Tire Assy, 4.0 Carbide Offset, TR3300	\$76.00	\$152.00
5	587098	2	EA Tire Assy, 5In Carbide Offset	\$94.00	\$188.00

Plus \$200.00  
For Laser System

I accept the Terms and Conditions of this Quotation.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

PO #: \_\_\_\_\_

Signature: \_\_\_\_\_

Sub Total: 5,451.00

Total: 5,451.00

\*\*\* TOTAL SUBJECT TO CHANGE FOR TAXES AND FREIGHT \*\*\*

A restocking charge of 15% will apply to all unused returned parts

AI\_QuoteFormKIT-USD

+ 200  
\$ 5651.00

NB-2  
1-7-16

MEMORANDUM

December 28, 2016

TO: James V. O'Toole, City Manager  
FROM: Kim Peterson, Recreation Director *KP*  
SUBJECT: 2016 Concrete Projects

Administration is recommending approval of the 2016 concrete projects to U.P. Concrete Company to install nine (9) concrete disc golf tee boxes at Ludington Park and two (2) concrete pads at the Catherine Bonifas Civic Center in the amount of \$7,255. Both projects are under budget and funds are coming from Public Health Delta and Menominee Counties.

The concrete sidewalk at the Beach House came in over budget and will be withdrawn at this time. However, a bike rack will be installed behind the Beach House with funds from Public Health Delta and Menominee Counties, along with the purchase of two (2) universal picnic tables for the Civic Center.

Once again, the projects mentioned above are 100% funded from grant funds through Public Health Delta and Menominee Counties.

ATTACHMENTS

**CITY OF ESCANABA  
RECORD OF BIDS**

DATE BIDS OPENED: 12/21/2015  
DESCRIPTION OF ITEM: Concrete Work 2016

NAME OF BIDDER	Huntington Park Nine Hole Disc Golf Concrete Tee Boxes	Two Concrete Pads Installed at the Gathering Bonitas Civic Center	Beach House Area Sidewalk and Bike Rack Pad	Marra Sidewalk Replacement	Total Bid	Bid Bond/Check
Premeau Construction, Inc.	\$14,839.00	\$6,848.00	\$15,417.00	\$25,431.00		Bid Bond
Buckland Contracting, Inc.					\$68,028.00	Bid Bond
U.P. Concrete Co.	\$3,615.00	\$3,640.00	\$9,205.00	\$17,240.00		Bid Bond
Bacco Construction Co.	\$7,950.00	\$6,250.00	\$16,900.00	\$23,400	\$54,500.00	Bid Bond
Roy Ness Contracting & Sales, Inc.	\$9,415.00	\$6,675.00	\$18,665.00	\$28,600.00	\$61,195.00	Bid Bond
					All four Projects	

PRESENT:  
Kim Peterson  
Tammy Weissert

# CONCRETE WORK 2016 BID FORM

I/We hereby submit the following proposal to provide concrete work at the Ludington Park Disc Golf Course and the Catherine Bonifas Civic Center, Escanaba, Michigan, for spring of 2016:

Name of Company/Organization	<u>UP Concrete Co.</u>		
Name of Contractor/Owner/Responsible Individual	<u>Melvin Stenberg</u>		
Address	<u>PO Box 25</u>		
City	<u>Bark River</u>	<u>MI</u>	Zip <u>49807</u>
Phone	<u>906-466-7400</u> (Home)		(Work) <u>906-466-7631</u> (Fax)
E-Mail	<u>melvin@upconcrete.com</u>		

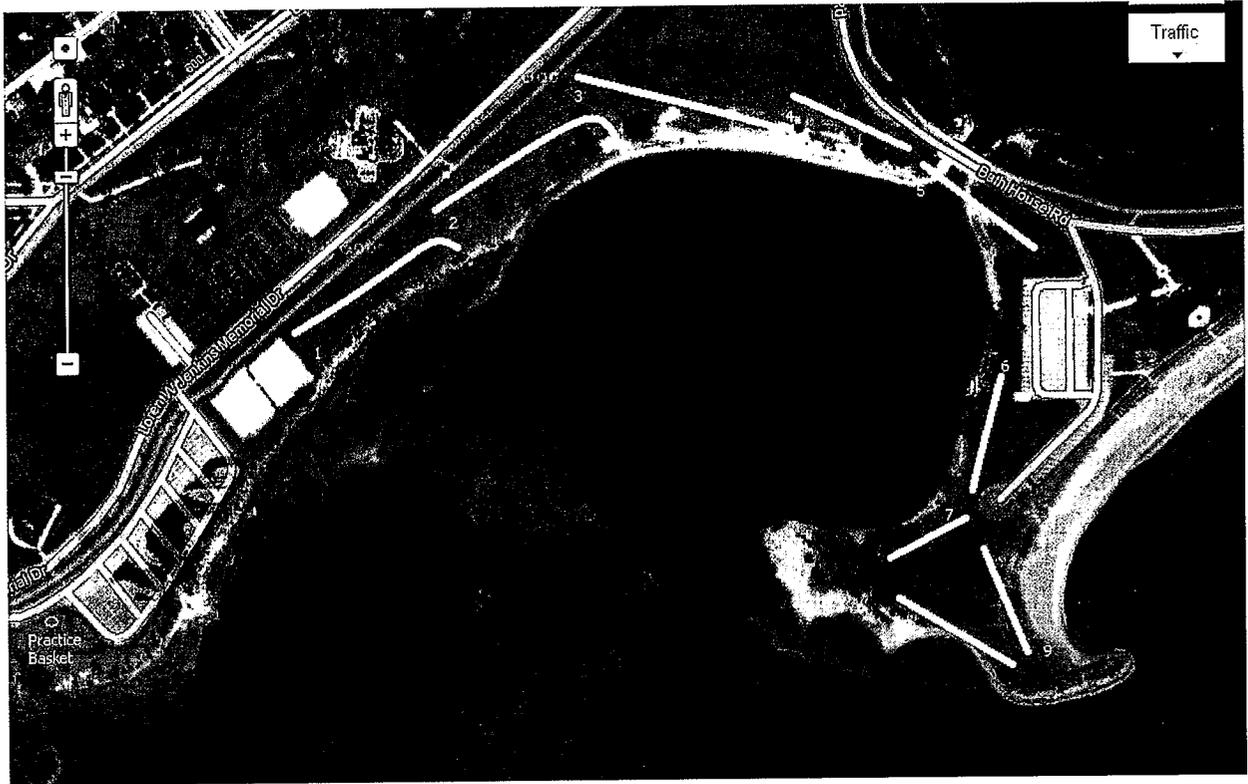
Bid Cost:	<u>\$3615.00</u>	<u>Plus 5% tax</u>
<input checked="" type="checkbox"/> Ludington Park Nine Hole Disc Golf Concrete Tee Boxes <input type="checkbox"/> Two Concrete Pads Installed at the Catherine Bonifas Civic Center <input type="checkbox"/> Beach House Area Sidewalk and Bike Rack Pad <input type="checkbox"/> Marina Sidewalk Replacement		

INSURANCE POLICIES/CERTIFICATION:	
<input checked="" type="checkbox"/> Current insurance certificates (copy) attached;	
<input type="checkbox"/> Do not have current insurance certificate, but will obtain insurances, as per specifications.	
<input checked="" type="checkbox"/> Bid Bond - 5%	
OR	
<input type="checkbox"/> Cashier's Check - 5%	

I/We have read and understood the Specifications, Policies, and Guidelines for Concrete Work for Spring of 2016, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION	<u>UP Concrete Co.</u>
NAME OF CONTRACTOR/OWNER/REPRESENTATIVE	<u>Melvin Stenberg</u>
SIGNATURE OF CONTRACTOR/OWNER/REPRESENTATIVE	<u>Melvin Stenberg</u>
DATE	<u>12-21-15</u>

# LUDINGTON PARK NINE HOLE DISC GOLF CONCRETE TEE BOXES SITE LOCATION



# CONCRETE WORK 2016 BID FORM

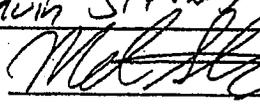
I/We hereby submit the following proposal to provide concrete work at the Ludington Park Disc Golf Course and the Catherine Bonifas Civic Center, Escanaba, Michigan, for spring of 2016:

Name of Company/Organization	<u>UP Concrete Co.</u>		
Name of Contractor/Owner/Responsible Individual	<u>Melvin Stenberg</u>		
Address	<u>PO Box 25</u>		
City	<u>Beak River</u>	<u>MI</u>	Zip <u>49807</u>
Phone	<u>906-466-7400</u> (Home)	(Work)	<u>906-466-7631</u> (Fax)
E-Mail	<u>melvin@upconcrete.com</u>		

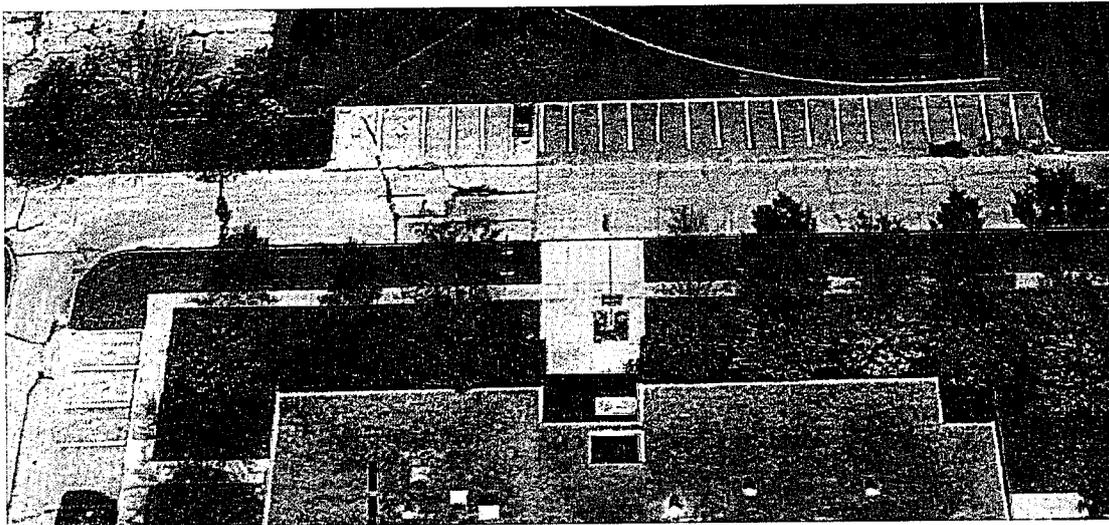
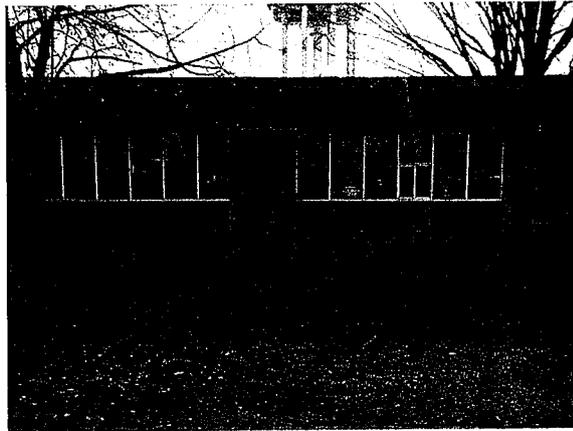
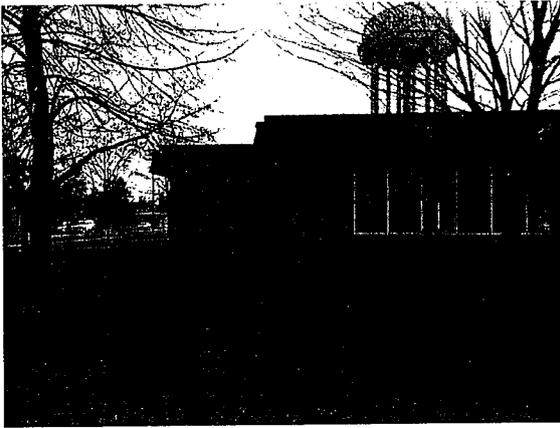
Bid Cost:	<u>\$3,640.00</u> <i>that should include party and 100</i>
<input type="checkbox"/>	Ludington Park Nine Hole Disc Golf Concrete Tee Boxes
<input checked="" type="checkbox"/>	Two Concrete Pads Installed at the Catherine Bonifas Civic Center
<input type="checkbox"/>	Beach House Area Sidewalk and Bike Rack Pad
<input type="checkbox"/>	Marina Sidewalk Replacement

INSURANCE POLICIES/CERTIFICATION:	
<input checked="" type="checkbox"/>	Current insurance certificates (copy) attached;
<input type="checkbox"/>	Do not have current insurance certificate, but will obtain insurances, as per specifications.
<input checked="" type="checkbox"/>	Bid Bond - 5%
OR	
<input type="checkbox"/>	Cashier's Check - 5%

I/We have read and understood the **Specifications, Policies, and Guidelines for Concrete Work for Spring of 2016**, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION	<u>UP Concrete Co.</u>
NAME OF CONTRACTOR/OWNER/REPRESENTATIVE	<u>Melvin Stenberg</u>
SIGNATURE OF CONTRACTOR/OWNER/REPRESENTATIVE	
DATE	<u>12-21-15</u>

**TWO CONCRETE PADS INSTALLED AT THE CATHERINE BONIFAS  
CIVIC CENTER SITE LOCATION**



TO CONTRACTORS:

**November 19, 2015**

PROPOSAL:

**LUDINGTON PARK NINE HOLE  
DISC GOLF CONCRETE TEE BOXES**

**TWO CONCRETE PADS INSTALLED  
AT THE CATHERINE BONIFAS  
CIVIC CENTER**

**BEACH HOUSE AREA SIDEWALKS  
AND BIKE RACK PAD**

**ESCANABA MARINA SIDEWALK  
REPLACEMENT**

PROPOSAL OPENING:

**Monday, December 21, 2015; 2:00 p.m.  
Room 101 of City Hall**

DATE TO BE ADVERTISED:

**Thursday, November 19, 2015**

INVITATIONS TO SUBMIT  
PROPOSALS SENT TO:

Twenty-Eight (28)

Payne and Dolan, Inc.  
801 Clark Drive  
Gladstone, MI 49837

Bacco Construction Co., Inc.  
N3660 North Highway U.S. 2  
Iron Mountain, MI 49801

H& D Division of Reith Riley Const.  
6795 U.S. 31 North  
Bay Shore, MI 49711

Smith Paving, Inc.  
4090 U.S. 41 West  
Marquette, MI 49855

Bichler Gravel and Concrete  
6851 County 426 M.5 Road  
Escanaba, MI 49829

Cory Pangborn Contracting  
5808 G.5 Road  
Escanaba, MI 49829

U.P. Concrete  
6480 US 2 and 41  
Escanaba, MI 49829

Roy Ness Contracting  
1801 North Lincoln Road  
Escanaba, MI 49829

Bark River Concrete  
1928 North Lincoln Road  
Escanaba, MI 49829

IMS  
1920 20<sup>th</sup> Avenue North  
Escanaba, MI 49829

Rock Road Masonry and Construction  
5677 J5 Road  
Escanaba, MI 49829

Stephen Esterline Contracting  
643 Hercules Street  
Gwinn, MI 49841

M & M Masonry  
1012 7<sup>th</sup> Avenue South  
Escanaba, MI 49829

Jamar Company  
2900 27<sup>th</sup> Avenue North  
Escanaba, MI 49829

Escanaba Masonry  
615 South 8<sup>th</sup> Street  
Escanaba, MI 49829

Boney Masonry  
1876 M35  
Escanaba, MI 49829

Groleau Construction  
Co. Road 551  
Wilson, MI 49896

Santi and Son Masonry  
644 Circle Drive  
Iron Mountain, MI 49801

Delta County Area Chamber of Commerce  
Builder's Exchange  
230 Ludington Street  
Escanaba, MI 49829

Ideal Contractors  
801 Ludington Street  
Escanaba, MI 49829

Jeff LaFave Construction  
E4943 Hwy M35  
Escanaba, MI 49829

CR Meyer  
1717 North 26<sup>th</sup> Street  
Escanaba, MI 49829

VanDrese Construction  
7675 Co. Road 426  
Escanaba, MI 49829

Pascoe Construction  
700 South 31<sup>st</sup> Street  
Escanaba, MI 49829

Built-Right  
228 Parkway Street  
Kingsford, MI 49802

Industrial Const. Specialists  
632 Circle Drive  
Iron Mountain, MI 49801

TJP General Contracting  
212 Sterling Street  
Kingsford, MI 49802

Tobin J. T. Company  
632 Circle Drive  
Iron Mountain, MI 49801

## NOTICE TO BIDDERS

The City of Escanaba is seeking bids for installing nine concrete tee boxes at Ludington Park, two concrete pads at the Catherine Bonifas Civic Center, Beach House area sidewalk along with a bike rack pad and Escanaba Marina sidewalk replacement. Contractors do not have to bid all four projects.

*Sealed bids will be received by the City of Escanaba Clerk's Office in Room 101 of City Hall, 410 Ludington Street, Escanaba, Michigan, on or before 2:00 p.m. on Monday, December 21, 2015. The bids will be publicly opened and read at said time and date. (FAX and E-MAIL transmittals will not be accepted.)*

A certified check, cashier's check or bidder's bond, drawn payment, without condition, to the City of Escanaba, in an amount not less than 5% of the bid will be submitted with each proposal as a guarantee that if the bid is accepted, the bidder will furnish materials or services as stated in such proposal. On failure of the successful bidder to fulfill the condition of the proposal, such bidder will forfeit said deposit to the City of Escanaba, as liquidated damages. The acceptance of the bid will be contingent upon the bidder's acceptance of this provision.

Bid forms and specifications are available at the City Clerk's Office, 410 Ludington Street or the Recreation Department Office, 225 North 21<sup>st</sup> Street. Bids will not be considered unless the bid form furnished by the City is properly completed and enclosed in a sealed envelope marked:

### CONCRETE WORK 2016

The City of Escanaba reserves the right to reject all bids, or any part of any bids and to waive irregularities in the bids received. All City of Escanaba bids are prepared as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

**Any questions concerning this bid or if you want to review the exact locations** should be directed to Recreation Director Kim Peterson (906) 786-4141 [kpeterson@escanaba.org](mailto:kpeterson@escanaba.org) or Harbor Master Larry Gravatt (906) 789-0441 [lgravatt@escanaba.org](mailto:lgravatt@escanaba.org).

# SPECIFICATIONS, POLICIES AND GUIDELINES FOR CONCRETE WORK

1. **GENERAL INFORMATION:** The City of Escanaba is soliciting bids from contractors to provide nine concrete tee boxes at the Ludington Park disc golf course, two concrete pads at the Catherine Bonifas Civic Center, Beach House area sidewalk along with a bike rack pad and Escanaba Marina sidewalk replacement during spring of 2016.
  
2. **TIMEFRAME:** Work must be completed by May 31, 2016, weather permitting. Every effort will be made to start the Escanaba Marina sidewalk replacement and installation project first as the Marina will be opening for the season. The Ludington Park nine hole disc golf concrete tee boxes, the two concrete pads to be installed at the Catherine Bonifas Civic Center, the Beach House area sidewalk and bike rack cement work must be completed by May 31, 2016, weather permitting.
  
3. **PURPOSE/GOAL OF THIS CALL FOR BIDS:**
  - To install nine concrete tee boxes to complete the disc golf course at Ludington Park; and
  - To install two concrete pads at the Catherine Bonifas Civic Center to allow a surface for handicap picnic tables with a concrete sidewalk connection for accessibility; and
  - To install new connecting sidewalk to the Beach House and to install a concrete pad for a bike rack; and
  - To remove and install sidewalk at the Escanaba Marina.

4. **LUDINGTON PARK NINE HOLE DISC GOLF CONCRETE TEE BOXES:** The nine hole tee boxes will consist of the following dimension:

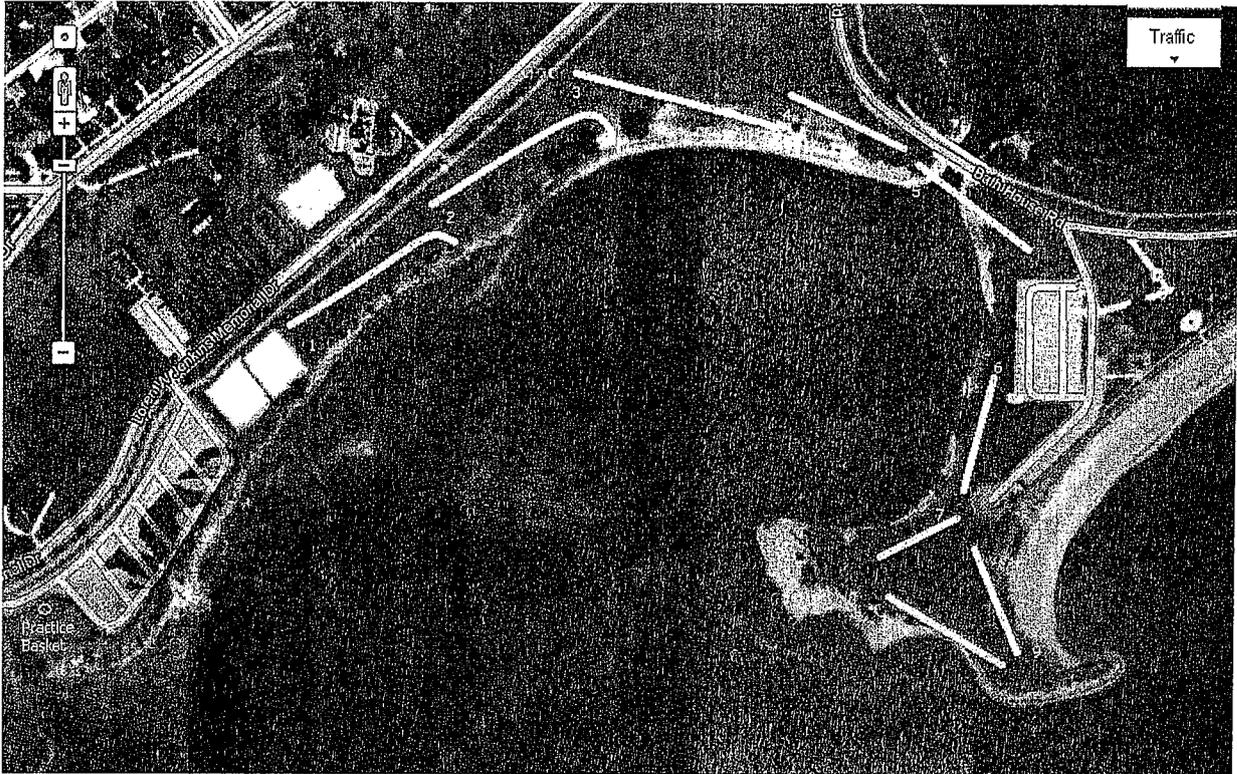
Hole 1 – 4' x 12'  
Hole 2 – 4' x 8'  
Hole 3 – 4' x 6'  
Hole 4 – 4' x 12'  
Hole 5 – 4 x 12'

Hole 6 – 4' x 10'  
Hole 7 – 4' x 12'  
Hole 8 – 4' x 6'  
Hole 9 – 4' x 10'

Specifications must comply with the City of Escanaba Sidewalk Construction Policy to include all concrete shall be six-bag mix using air entrained cement and crushed aggregate. Minimum 3000+ PSI Minimum, 28 day strength with a broom finish. Delivery slips shall be available indicating the mix being delivered on the job site. The City reserves the right to conduct any testing it desires and reject any work not in conformance with these standards. All walks shall be 4" thick. Control joints shall be spaced every 5' and shall be 1" deep. Concrete tee boxes should not have low areas that will harbor water. Concrete tee boxes will be flat and level with the ground as to not interfere with mowing or other maintenance operations.

Concrete color will be green.

## LUDINGTON PARK NINE HOLE DISC GOLF CONCRETE TEE BOXES SITE LOCATION

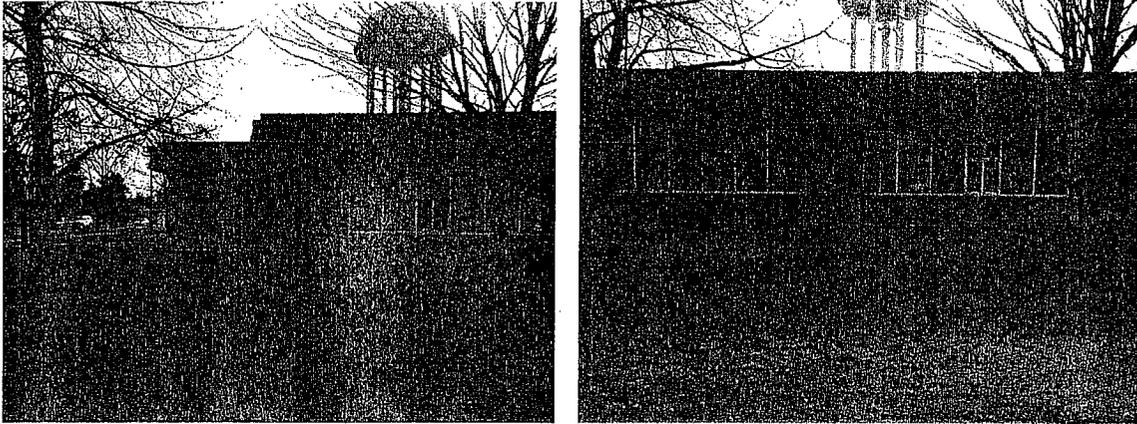


### 5. **TWO CONCRETE PADS INSTALLED AT THE CATHERINE BONIFAS CIVIC CENTER:**

Two 15' x 15' concrete pads will be installed to allow for a surface for handicap picnic tables with two concrete sidewalks of dimensions 6' wide by 9' long connection for accessibility. The two concrete sidewalks will connect to the current sidewalk located in front of the Catherine Bonifas Civic Center. All ADA requirements must be met.

Specifications must comply with the City of Escanaba Sidewalk Construction Policy to include all concrete shall be six-bag mix using air entrained cement and crushed aggregate. Minimum 3000+ PSI Minimum, 28 day strength with a broom finish. Delivery slips shall be available indicating the mix being delivered on the job site. The City reserves the right to conduct any testing it desires and reject any work not in conformance with these standards. All walks shall be 4" thick. Control joints shall be spaced every 5' and shall be 1" deep.

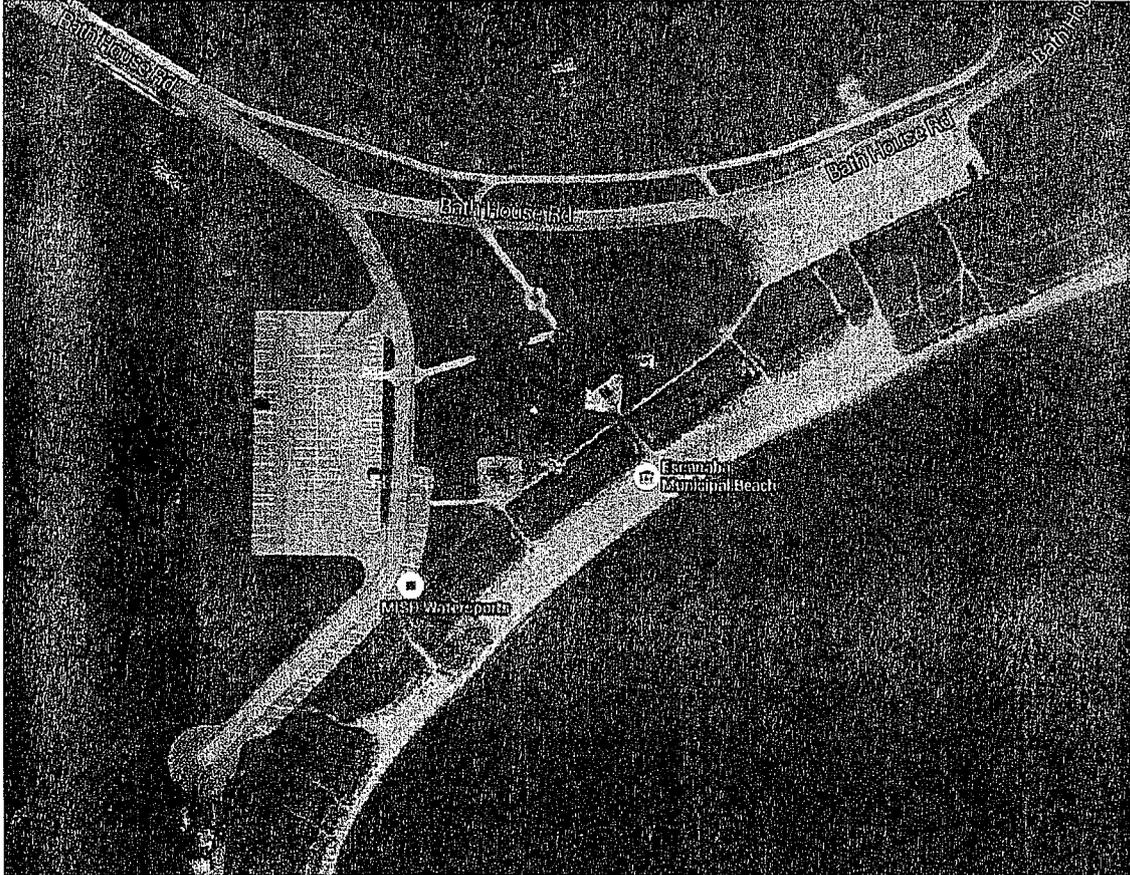
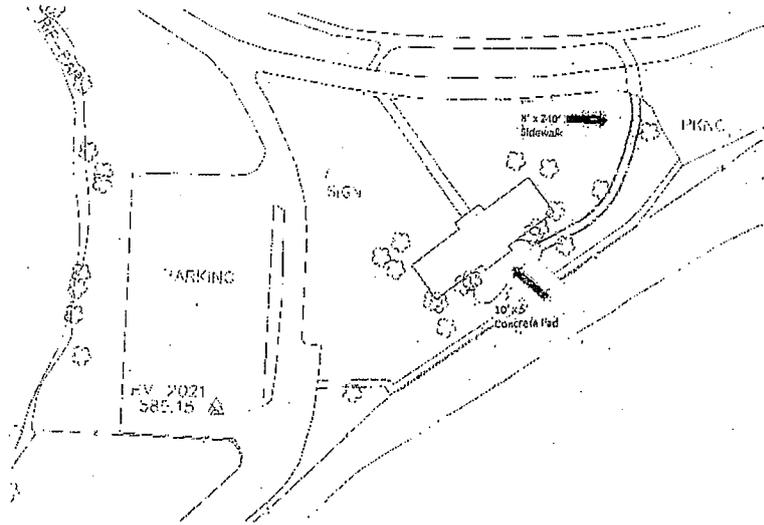
**TWO CONCRETE PADS INSTALLED AT THE CATHERINE BONIFAS  
CIVIC CENTER SITE LOCATION**



6. **BEACH HOUSE AREA SIDEWALK AND BIKE RACK PAD:** A new sidewalk of 8' wide by approximately 240' in length will be created to connect existing sidewalk to the Beach House area. A 10' x 5' concrete pad will be installed behind the Beach House for a bike rack. All ADA requirements must be met.

The installed sidewalk of 240' x 8' must have expansion joints with a broom finish. Repair of lawn areas must be completed upon completion of the job. Specifications must comply with the City of Escanaba Sidewalk Construction Policy to include all concrete shall be six-bag mix using air entrained cement and crushed aggregate. Minimum 3000+ PSI Minimum, 28 day strength. Delivery slips shall be available indicating the mix being delivered on the job site. The City reserves the right to conduct any testing it desires and reject any work not in conformance with these standards. All walks shall be 4" thick. Control joints shall be spaced every 5' and shall be 1" deep.

**BEACH HOUSE AREA SIDEWALK AND BIKE RACK PAD  
SITE LOCATION**



7. **ESCANABA MARINA SIDEWALK REMOVAL AND INSTALLATION:**  
The Escanaba Marina will include removal of existing sidewalk of dimensions 334' x 8' x 6" which runs along the seawall on the west side of the Escanaba Marina. All voids and compact subgrades must be filled without additional compensation. The installed sidewalk of 334' x 8' x 6" must have expansion joints every 50' with a broom finish. Repair of lawn areas must be completed upon completion of the job. All ADA requirements must be met.

Specifications must comply with the City of Escanaba Sidewalk Construction Policy to include all concrete shall be six-bag mix using air entrained cement and crushed aggregate. Minimum 3000+ PSI Minimum, 28 day strength. Expansion joints must be every 50' feet. Delivery slips shall be available indicating the mix being delivered on the job site. The City reserves the right to conduct any testing it desires and reject any work not in conformance with these standards. All walks shall be 6" thick. Control joints shall be spaced every 5' and shall be 1.5" deep.

### ESCANABA MARINA SIDEWALK REMOVAL AND INSTALLATION SITE PLAN



8. **PROTECTION:** The contractor shall be responsible to provide adequate protection to assure no damage will occur to the concrete. All barricades, lights, weather protection and curing equipment or supplies must be available and furnished by the contractor. Finished surfaces must be kept wet or covered with a curing compound for at least three days. Any sidewalk damaged by improper protection against weather condition or marked up prior to initial set may be cause for rejection of payment and will be replaced at the contractor's expense.

9. **INSURANCES:** The contractor shall provide, with this proposal, evidence of the following insurance policies/certification:

**Workers Compensation**

Coverage A                      Statutory – Michigan  
Coverage B                      \$100,000

**Comprehensive General Liability**

Bodily Injury                      \$1,000,000 Combined Single Limits (minimum)  
Property Damage                      \$1,000,000 Combined Single Limits (minimum)

**Comprehensive Auto Liability**

Auto Liability                      \$1,000,000 Combined Single Limits (minimum)

Upon award of the contract, the contractor shall provide the City of Escanaba with a current and updated Certificate of Insurance providing the minimum coverages, as specified. The City of Escanaba shall be named as “additional insured” to all policies.

10. **TRASH AND LITTER:** Trash generated by the contractor must be removed upon completion of the work.
11. **INDEMNIFICATION:** The contractor shall hold the City of Escanaba harmless from and shall defend and indemnify the City of Escanaba from and against all liability for injuries or deaths of persons or damage to property arising from activities under this assignment, including loss predicated on active or passive negligence of the City of Escanaba.
12. **PAYMENT:** Payment based on lump sum costs as specified.
13. **CITY COORDINATOR:**  
Kim Peterson, Recreation Director  
Catherine Bonifas Civic Center  
225 North 21<sup>st</sup> Street  
Escanaba, MI 49829

Mail:  
P.O. Box 948  
Escanaba, MI 49829  
Phone: (906) 786-4141  
Fax: (906) 789-3798  
E-mail: [recreation@escanaba.org](mailto:recreation@escanaba.org)

# CONCRETE WORK 2016 BID FORM

I/We hereby submit the following proposal to provide concrete work at the Ludington Park Disc Golf Course and the Catherine Bonifas Civic Center, Escanaba, Michigan, for spring of 2016:

Name of Company/Organization	_____
Name of Contractor/Owner/Responsible Individual	_____
Address	_____
City	_____ Zip _____
Phone _____ (Home) _____ (Work) _____ (Fax)	
E-Mail _____	

Bid Cost: _____
<input type="checkbox"/> Ludington Park Nine Hole Disc Golf Concrete Tee Boxes
<input type="checkbox"/> Two Concrete Pads Installed at the Catherine Bonifas Civic Center
<input type="checkbox"/> Beach House Area Sidewalk and Bike Rack Pad
<input type="checkbox"/> Marina Sidewalk Replacement

<b>INSURANCE POLICIES/CERTIFICATION:</b>
<input type="checkbox"/> Current insurance certificates (copy) attached;
<input type="checkbox"/> Do not have current insurance certificate, but will obtain insurances, as per specifications.
<input type="checkbox"/> Bid Bond – 5%
OR
<input type="checkbox"/> Cashier's Check – 5%

I/We have read and understood the **Specifications, Policies, and Guidelines for Concrete Work for Spring of 2016**, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION \_\_\_\_\_

NAME OF CONTRACTOR/OWNER/REPRESENTATIVE \_\_\_\_\_

SIGNATURE OF CONTRACTOR/OWNER/REPRESENTATIVE \_\_\_\_\_

DATE \_\_\_\_\_

Memorandum

December 29, 2015

To: James O'Toole, City Manager

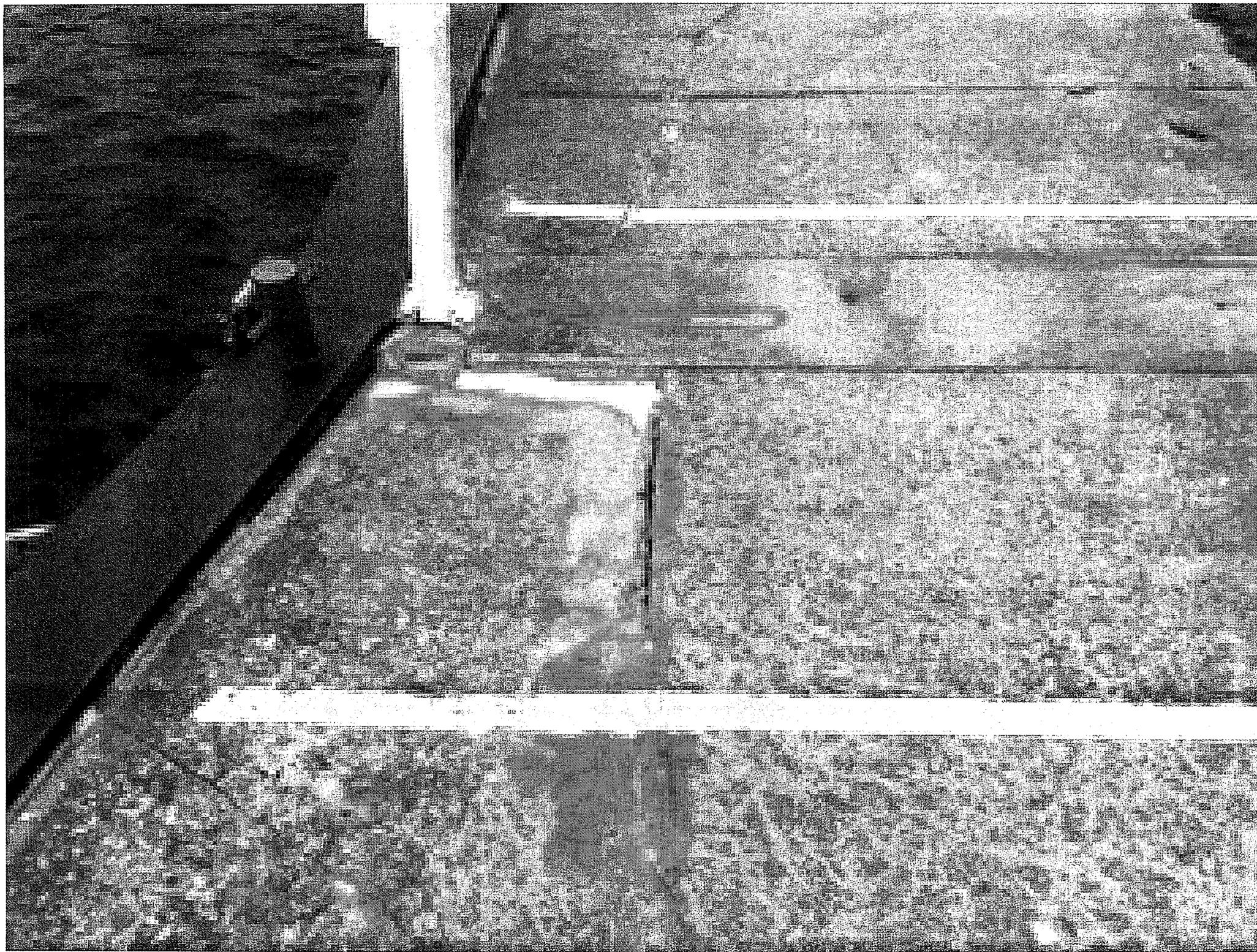
From: Larry Gravatt, Harbor Master

Subject: 2016 Sidewalk Project

The Escanaba Marina is recommending Council approval to except the bid from U.P. Concrete of Bark River for \$17,240.00 to remove and reconstruct 430' of sidewalk, on the north west seawall of the marina. Due to settling and cracking of the concrete, the walkway has become unsafe for use. In the past two years we have had three trip fall incidents, two of which required medical treatment. Funding for this project is in the 2015-16 Marina budget.

46-46







NB-3  
1-7-16

**MEMORANDUM**

**DECEMBER 17, 2015**

**TO: JAMES O'TOOLE**

**FROM: BOB VALENTINE**

**RE: MERS HEALTH CARE SAVINGS PLAN (HCSP)**

In 2012, the City entered into an agreement with MERS to allow retiring City employees to participate in its Health Care Savings Plan (HCSP). The plan was intended to operate in such a manner as to allow retiring employees to deposit all, or a portion, of their terminal leave pay into the HCSP on a tax free basis. Those dollars could then be used in retirement, remaining tax free, to pay for qualifying medical expenses, including medical insurance premiums.

Plan documents were written in such a manner as to require all retirees to deposit all "available" terminal pay into the plan. MERS guidance at the time was such that available terminal pay was defined as the amount of leave pay which an employee elected not to receive in cash. So in effect, retiring employees made an individual election as to how much terminal pay, if any, would be deposited into the plan.

This same guidance was given to most or all participating employers. As a result of an IRS inquiry into a MERS HCSP at another municipality, MERS retracted previous guidance and put forth new rules for the operation of the plan. The new guidance from MERS requires that all retirees must deposit all terminal pay into the plan. In other words, the new guidance does not allow for an election of any sort; participation has to be 100% of terminal pay for all retirees.

In my view, it is not in the best interest of our general employee base to force participation in the plan at a level of 100%. I also think we could be considered to be in violation of our labor agreements if we attempted to force participation in the plan. For these reasons, I am recommending that we terminate the plan altogether. I have communicated our intent to terminate to MERS, and they advised that they require a Council resolution to that effect.

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**A CITY COUNCIL RESOLUTION TO  
TERMINATE THE MERS HEALTH CARE SAVINGS PLAN (HCSP)  
CITY OF ESCANABA  
JANUARY 7, 2016**

**WHEREAS:** On April 5, 2012, the City Council authorized participation in the MERS Health Care Savings Plan for retiring City employees, and

**WHEREAS:** Participation was previously understood to be available to employees on a voluntary basis with flexibility as to the amount of contributions, and

**WHEREAS:** MERS now requires a mandatory contribution of 100% of terminal leave pay for all retiring employees, and

**WHEREAS:** Such mandatory participation is not deemed by City Administration to be in the best interest of all employees and retirees, and

**NOW THEREFORE BE IT RESOLVED,** that the Escanaba City Council hereby terminates its participation in the MERS Health Care Savings Plan (HCSP) effective this 7<sup>th</sup> day of January, 2016, and

**BE IT FURTHER RESOLVED,** that the City Treasurer shall have authority to execute all documents which may be deemed necessary to effectuate termination of the Plan.

**UPON A CALL OF THE ROLL, THE VOTE WAS AS FOLLOWS:**

Ayes:

Nays:

**RESOLUTION DECLARED ADOPTED**

I the undersigned, being duly qualified and acting City Clerk of the City of Escanaba, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Escanaba City Council at a regular Meeting held on Thursday, January 7, 2016, and that said meeting was conducted, and public notice was given, pursuant to, and in full compliance with, the Open Meetings Act, Act 267, Public Acts of Michigan, and that the minutes of said meeting are, and have been, made available as required by said Act.

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Robert S. Richards, CMC, City Clerk